

*RR*Reynolds
Tobacco Company

*My
Rom*

VIA E-MAIL

September 3, 1997

C. A. Spach (Cindy)
National Manager
Trade Relations Functions

Winston-Salem, NC 27102
910-741-7437

TO: ROMs

RE: REGIONAL PORTABLE EXHIBIT BOOTHS

Within the month you will receive a new family brand shot (with updated Winston graphics) for your region's portable booth. Please ensure the old graphics are destroyed. — *DOVE 9/17/97*

On another note, from time to time I receive calls regarding replacement parts or refurbishing of the portable units. As a reminder, if a booth is damaged or missing parts/graphics, please contact Michael Byrne as listed below and refer to your Exhibit ID # (P + 4 digits + ROU #):

Michael Byrne
T. F. Byrne Organization, Inc.
95 Mayhill Street
Saddle Brook, NJ 07662-6565
Telephone: 201-368-1700 ext. 215
Fax: 201-368-8013

*Phyllis,
Please handle.
Rory*

Call me at ext. 7437 if you have any questions.

Cindy A. Spach

CAS:cg

cc: Mr. Tom Trader
Mr. Michael Byrne

	<u>Sales</u>		<u>Retail</u>
1221	_____	1222	_____
1222	_____	1223	_____
1223	_____	1226	_____
1224	_____	1229	_____
1225	_____	ROM	_____
1226	_____	PC	SC
1229	_____	MC	PA
1240	_____		
1244	_____	RSM	RBM

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